Use of MSPPT in Research Presentation

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Chitra Suresh

Under the guidance of

Prof. Dr.Vyawahare Vishwesh Anant

Department of Electronics Engineering
Ramrao Adik Institute of Technology,
Sector 7, Nerul , Navi Mumbai
(Affiliated to University of Mumbai)
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Abstract

MS Power Point is a computer program that allows creating and showing slides to support a presentation. The text, graphics and multi-media are combined to content to create research presentations. As a presentation tool MS Power Point can be used to organize, create, structure consistent format of presentation and also provide an illustrative backdrop for the content of presentation and animate slides to give greater visual impact.

Optimization of communication means getting message across and optimization of information under constrains. It can be achieved by means of using less text in each slide. When presenting ideas that include references to data, it can be helpful to make the point using a graph or table. The data visualization is process which is used to create info graphs. The spiral chart diagram is power point model used as research process. Setting time for each slide, Hyper links, you tube video are some of the special features of MS Power Point.

Keywords: MS Power Point, optimization of communication, and Info graphs

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Chapter 1

Introduction

Microsoft Power point is a slide show presentation program developed by Microsoft ,It was launched by May 22,1990.Originally designed for macintosh computer ,it was know as Presenter developed by Austin and Thomas of Forethought Inc ,then it changed in to Power point. Forethought was bought by Microsoft and become Microsoft's Graphics Business unit and continue to develop further.

MS Power Point is a computer program that allows to create and show slides to support a presentation. The text, graphics and multi-media are combined to content to create professional presentations.

As a presentation tool MS Power Point can be used to[5]

- Organize and structure presentation
- Create a professional and consistent format
- Provide an illustrative backdrop for the content of presentation
- Animate slides to give them greater visual impact

The MS Power Point as it is the world's most popular presentational software. If power point is used well, it can can improve the clarity of presentations and help to illustrate message and engage audience. Before begin presentation, the points to be taken into account are the availability of equipment, the time available and the expectations of the audience. The presentation will need to be carefully planned and structured in order to achieve objectives[3]

1.1.Organization of the Report

The chapter 2 describes about effective communication the chapter 3 explains about graphical representation of graph and research models in research presentation, the chapter 4 describes about special features of MS power point chapter 5 gives conclusion

Chapter 2

Optimization of communication

Optimization of communication

There are two factors to optimize the communication.[10]

- Effective communication means getting message across
- Optimization of information under constrains

These points can be achieved by applying Jean Iuc'c laws
First law:
The noise ie.anything that destroys the information.

In research presentation logo, too much of color and special effects etc.destroys the information. It is like signal to noise ratio. So it is better to maximize the signal to noise ratio for good research presentation

The second law tells that optimization of information under constrain can be achieved by showing stand alone slides. The slides should be prepared for audience not for speaker.

These two laws can be achieved by considering following points for good presentation.[1]

- Be consistent. Ensure that all slides have the same or similar background images and color schemes. MS Power Point's design templates can be used for this.
- Prepare slides that use a bold color contrast, e.g. black or deep blue text on a cream background (black and white can be too glaring for the audience).
- Create bullet points which are clear summaries of key points. It is not necessary for bullet points to be complete sentences.
- Avoid using red or green for text or highlighting as it can be difficult to read
- Avoid using too much text. A useful guideline is the six-by-six rule (slides should have no more than six bullet points and each bullet point should be no more than six words long).
- Don't mix up your fonts and font sizes. Too many variations in font size and type can be visually confusing.

Figure 2.1: First Law

Figure 2.2: Second Law

- Ensure that your text is at least 24pt otherwise it may be difficult to read on screen.
- Choose left align for all text to make it easier to read.
- Avoid multiple columns of text on a single slide as they can be difficult to follow on screen
- Use bold for a clear and simple form of emphasis and headings rather than UPPER CASE, italics or underlining
- Set clear hierarchies for type size to help your audience distinguish between headings, main text and other types of text

Chapter 3

Graphical representation in research

When presenting ideas that include references to data, it can be helpful to make the point using a graph or table. These visual methods can make the point much stronger than simply describing the data. Appropriate use of graphs is one way to enhance the message we are delivering.

Info graphics and data driven graphs[2]

An info graphic (information graphic) is a representation of information in a graphic format designed to make the data easily understandable at a glance. People use info graphics to quickly communicate a message, to simplify the presentation of large amounts of data, to see data patterns and relationships, and to monitor changes in variables over time. Info graphics include bar graphs, pie charts, histograms, line charts, tree diagrams, mind maps, Gantt charts, and network diagrams. Info graphics predate writing as a means of disseminating information. The process of creating info graphics is sometimes referred to as data visualization. Some of the info graphs and data driven graphs are shown below

Procedure for preparing info graph (Bar chart)

1. **Step 1: Draw the usual column chart** Let's take a column chart that shows number of new apartments constructed in the last 3 months in an area. The chart shows figures in thousands:

2. **Step 2: Copy a relevant image**

   Choose a relevant image you want to fill in the columns. When you click on the image and press 'Ctrl+C', the picture gets copied to the clipboard. Let's take the image of a residential building to 'copy to clipboard art shows figures in thousands

3. **Step 3: Select the columns and paste the image** The next step is to click on the columns. When you click once, the entire series gets collected. When you click again only a single data point in the series gets selected. Let's select the series by clicking once on the chart columns: Now press 'Ctrl+V' to paste the image.

Availability of belief propagation algorithm in research papers shown by Bar graph.

- CATOGORY 1(Springer) -.40

[1]

Figure 3.1: Example of Info graphs

[3]

Figure 3.2: Column chart

Figure 3.3: Column chart with clipboard art in it

[10]

- CATOGORY 2(IEEE) -.50
- CATOGORY 3(Elsevier)-.60

3.1.2. PIE Graph The Pie chart is explained by considering an example of Application of Belief propagation

The Belief propagation algorithm is used in Code division multiple access (CDMA) -20Image and Signal processing- 20Artificial intelligence- 20

Procedure to create a Pie Chart

- Select the data from excel file
- On the Insert tab, in the Charts group, choose Pie, and select Pie

  for e.g.: select data from A1:B4
  Application of Belief propagation is shown by pie chart

- Try not to use Clip Art (files of images that come free with software packages) that has seen in lots of other people's presentations: familiar images have less impact on an audience.
- Choose an appropriate quality for scanned images. Scan at 150 dpi for images where accurate color reproduction is not important and at 300 dpi for higher quality images
- Beware of images that take from the internet. They are generally of a very low quality and are likely to pixel ate (lose their smoothness) when you project them onto a large screen.
- Make sure graphics are relevant to text and not just decorative.
- Consider using graphics to replace text where an image would be easier to understand.
- Ensure that the images that use are simple and clear enough to be easily read at a distance. A small, overly complex and poor quality image will only frustrate audience.
- **Using animations and transitions** Animating elements of slides and using Slide Transition are two of the most powerful features that PowerPoint offers. However, it is very easy to overdo use of these features and create a presentation where the animation distracts audience from the content of presentation

[10]

Figure 3.4: Image in Info Graph

Figure 3.5: Representation of BP algorithm in column chart

[1]

Figure 3.6: select data from A1:B4

- Use animations to show progression. Animation is very effective at revealing a process one stage at a time.
- Be conservative. Make sure that any animation use serves a clear purpose (e.g. to introduce a new piece of information at an appropriate point). If cannot think of a reason to animate slide - don't do it!
- Be consistent. Try to ensure that use similar types of animation for similar functions. For example, if text always drives in from the left it will be distracting if it suddenly appears from another direction or uses another animation technique.

MS Power Point allows you to easily include graphics in presentations, but while using graphics below listed points to be considered

3.2. Power point models in research

Eye-catching PowerPoint Spiral Chart for research Process [**?**]

The spiral chart diagram is as useful as it is beautiful. We can use the diagram anywhere we want to represent 'INPUT - Process- OUTPUT' cycle.

Procedure for preparing a Spiral Chart Diagram

- Design the initial shape for the Spiral Diagram
- Start designing a simple trapezium shape in Power Point.
- Editing the anchor points can convert the edges of the trapezium to curves so this will help to represent the spiral. Make sure to right click on the shape and then click on Edit Points.
- Now we can select the top and bottom edge and right click again to choose Curved Segment. [1]

.

We can copy and paste this multiple times and then use the useful tip to apply format painter multiple times.

Create the front of spiral diagram

Now, we can replicate the shape multiple times. A quick tip for this is to keep the CTRL key pressed while you drag the shape to another position. Repeat this multiple times and reduce the shapes size to achieve the following design.

Create the back side Now, add the shapes on the back of this spiral diagram. Below an example showing how these additional shapes will look. Of course it need to match with previous shapes and move the shapes to the back. Then ready to wrap up the diagram and get this nice spiral chart in MS Power Point. Add labels and text boxes around the spiral diagram to describe a process or other idea

Figure 3.7: Application of Belief propagation

[2]

Figure 3.8: Application of BP in Pie chart

[1]

Figure 3.9: Sample of spiral chart

[1]

Figure 3.10: Editing edges of the trapezium to curves

[1]

Figure 3.11: Create the front of spiral diagram

[1]

Figure 3.12: Back of spiral diagram

Chapter 4

Special feature on MSPPT in research

4.1. Setting time for each slide

- **Step 1:** Open the presentation for which to specify the amount of time between slides
- **Step 2:** Click inside the column at the left side of the window showing slide previews, then press Ctrl + A on your keyboard to select all of them
- **Step 3:** Click Transitions at the top of the window
- **Step 4:** Click inside the box to the left of On Mouse Click, in the Timing section of the window, to clear the check mark
- **Step 5:** Check the box to the left of after to check the box, and then specify the amount of time for which each slide to be displayed.

We can also individually set the amount of time per slide by skipping step 2, then repeating steps 3-5 for each individual slide **4.2. Hyper links**[?] **4.2.1. Create a hyper link to a slide in the same presentation**

- In Normal view, select the text or the object that you want to use as a hyper link.
- On the Insert tab, in the Links group, click Hyper link
- Under Link to, click Place in This Document.
- Do one of the following:

4.2.3.Link to a custom show in the current presentation:

- Under select a place in this document, click the custom shows that to use as the hyper link destination.
- Select the Show and return check box.

4.2.4.Link to a slide in the current presentation: Under Select a place in this document, click the slide that you want to use as the hyper link destination. **4.2.5. Create a hyper link to a slide in a different presentation**

- In Normal view, select the text or the object that you want to use as a hyper link.
- On the Insert tab, in the Links group, click Hyper link
- Under Link to, click Existing File or Web Page.
- Locate the presentation that contains the slide that you want to link to.
- Click Bookmark, and then click the title of the slide that you want to link to.

4.2.6. Create a hyper link to a new file [**?**]

- In Normal view, select the text or the object that you want to use as a hyper link.
- On the Insert tab, in the Links group, click Hyper link.
- Under Link to, click Create New Document.
- In the Name of new document box, type the name of the file that you want to create and link to. To create a document in a different location, under Full path, click Change, browse to the location where to create the file, and then click OK.
- To edit, click whether to change the file now or later.

4.3. Adding You tube video to the slide

First download the YouTube video to computer in either Windows Media or AVI format since PowerPoint doesn't understand the default FLV or MP4 formats of You Tube. Once the video is saved as an AVI or WMV file, switch to PowerPoint and choose Insert - ¿ Movie - ¿ "Movie from file" to put the YouTube video into the current slide.

4.4. Incorporating Word document /Excel into power point

- Click the Insert tab, and then click Insert Object button.
- Click the Create new option, and then click Microsoft Word Document, or click the Create from file option, click the Browse button, and then locate and select the file you want.
- Click OK.

4.5. Incorporating MAT Lab or ORCAD into power point:

- The software which is related to file or program should be installed in the same computer where PPT is created.
- Open power point and select object to insert
- Select "create from file"(which is created in mat lib) and browse
- Select file and press ok
- Select "display as icon". Name can be given by selecting Change icon
- Now selected file is embedded in your PPT

4.5.Benefits/Limitations of Microsoft Power Point Benefits

- The text,images ,audio and video can be combined.
- The lectures can be created.
- The videos can be created for the presentation that can play automatically.
- The slides can be animated to reveal the information when presenter want to.
- The presentations can be recorded for others to view later.
- The presentation can be saved as pdf

Limitations:

- Only certain audio, video and images files work well in power point.
- MS Power Point does not save well to a purely video format for sharing.

Chapter 5

Conclusion

The MS PPT are used to optimize the information under constrains and getting message across audience can be achieved by means of using less text and less special effects in each slide and the ideas and reference data are represented by data visualization methods.

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